

INFORMATION EXCHANGE

July 2006

Resources for Workforce Development Programs

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Call the Employment Training Network



And Celebrate Our Services!

If your Workforce Investment Act (WIA) program is in need of assistance, we take the liberty of inviting you to call the Employment Training Network (ETN).

Our consultants will come on-site and provide customized training on the topic area of your choice. The ETN gives you the independence to choose which consultant will best meet your workforce development needs!

We can reimburse travel expenses to give you the freedom to visit other agencies and observe their programs.

You'll really feel like celebrating after you've taken advantage of our free lending library. It contains a wide variety of resources on workforce development topics.

Please call the ETN at (916) 654-8896. Our spectacular services will really light up the sky for you!



Capacity Building Unit Staff Development Training

The Capacity Building Unit (CBU) of the Employment Development Department (EDD) Workforce Investment Division provides staff development training and technical assistance to the workforce community at no cost to the requesting agency. The CBU curriculum is focused on the Workforce Investment Act (WIA). Courses are listed in the CBU Catalogue located at: www.edd.ca.gov/wiarep/wiacat.htm. Please consult the Training Calendar at www.edd.ca.gov/wiarep/wiacal.htm for the most current schedule.

Highlighted below are two classes currently being offered by the CBU.

Youth Remix Training

As program resources diminish and program participants experience multiple challenges, a holistic approach is required for practitioners to design and provide effective youth services. The Capacity Building Unit of the Workforce Investment Division is pleased to announce the availability of a new workshop entitled, "Youth Remix" that will examine the key elements required for the development and operation of successful youth programs.

This one-day workshop is designed to provide local workforce development practitioners with ideas gleaned from some of the most innovative techniques being used throughout the country today.

The learning objectives for the Youth Remix Workshop include:

- Identify the affects of the new Department of Labor (DOL) vision on service delivery for youth
- List the components of a Youth-Driven System
- Explain ways to accomplish consumer buy-in
- Identify programs that demonstrate a holistic approach to service delivery

This workshop will provide youth practitioners with an opportunity to learn about obtaining consumer buy-in of participants, as well as across systems, by viewing some of the most effective practices available.

If you are interested in hosting this workshop, please contact Terri Austin at (916) 653-4471, or e-mail Terri at taustin@edd.ca.gov.

New Tricks for Older Dogs - Busting the Myths of Older Workers

With the aging of the American workforce come special challenges for meeting the needs of employers and diminishing the myths associated with older workers seeking employment. With the right approach, older workers will continue to play a dominant role in today's workforce. In order to facilitate this effort, the Capacity Building Unit has developed a new training class entitled, "New Tricks for Older Dogs: Busting the Myths of Older Workers." This one-day workshop is designed for all staff, including case managers and job developers, and will provide innovative strategies that will improve local performance while fully integrating older workers into the mainstream of employment opportunities.

If you are looking for a fresh approach that will provide you or your staff with the necessary tools to more effectively dispel the myths associated with older workers and, at the same time, enhance your connection to the business community, this is the workshop for you.

To host "New Tricks for Older Dogs," or to obtain more information about the workshop, you may contact Lillian LeBlanc at (916) 657-0210, or e-mail Lillian at lleblanc@edd.ca.gov. A great deal of interest has already been expressed in this workshop and the calendar is filling up fast. Workshops are now being scheduled for October 2006.

Mark Your Calendars

**U.S. Department of Labor (USDOL) and
American Society for Training and Development
(ASTD) - Workforce Innovations 2006**
July 11-13, 2006 - Anaheim, CA
www.WorkforceInnovations.org/registration.cfm

**Technology of Participation™ Course (ToP)
Designed by the Institute of Cultural Affairs -
Designing and Leading Effective Meetings**
August 23-24, 2006 - Sacramento, CA
www.calworkforce.org

**California Workforce Association (CWA) -
Meeting of the Minds in Monterey**
September 5-7, 2006 - Monterey, CA
www.calworkforce.org

Training Opportunities

Register for Informative Regional WIB Forums

The Business and Industry Committee of the California Workforce Investment Board, the California Association for Economic Development, the California Workforce Association, and the Employment Training Panel are delighted to announce that we have joined together to sponsor a series of regional forums throughout the State. These forums are focused on the connection between workforce and economic development, and in particular, how our systems can work together on layoff aversion and business retention.

What is the purpose? To convene leadership in the workforce and economic development systems to learn about resources, effective models, and ways of increasing collaboration between the two systems; give you ideas that you can take home and implement; and enhance your community's competitiveness.

Who is invited? WIB Chairs, vice chairs and members; WIB Directors; Directors of Economic Development

Corporations and other ED agencies; Community College Deans and Chancellors in the Workforce and Economic Development Programs.

Where and when are the forums? The forums are being held in the following areas: Central Valley, Northern California, Inland Empire, Bay Area, Central Coast, Los Angeles, and Orange County. The first three have already taken place; the rest will be scheduled in the next few months. Pending locations include:

October 4th, 2006- Los Angeles, CA
October 5th, 2006- Orange County, CA
October 18th, 2006- Central Coast, CA
October 19th, 2006- San Francisco, CA
October 26th, 2006- Sacramento, CA

Please visit www.calworkforce.org for registration information. There is no charge to attend these forums, however registration is required to hold your spot.

On-line Resources

Workforce3 One Integrated Webpace - An Innovative Collaborative

This website, located at www.workforce3one.org, is a collaborative effort that represents the merging of national, state, and local leadership into one system committed to embracing and installing a demand-driven culture in the publicly funded workforce system. This collaboration also represents another step toward preparing workers for new and in-demand job opportunities in high growth, high-demand, and economically vital industries/sectors of the American economy. The Workforce3 One Integrated Webpace

offers the public workforce system, employers, economic development professionals, and education professionals an innovative knowledge network designed to create and support a demand-driven community, one that responds directly to business needs and prepares workers for good jobs in the fastest growing careers.

This website provides a very informative video overview that demonstrates the many resources available at the site.

Tools for Finding the Right Job

Students looking for a career or upscale lifestyle are usually unaware of how much money their dream career will pay, or how much education is needed to become self-sufficient. Job seekers usually find themselves in a position where they are ready to move to better jobs, but have no clue what kind of job matches their education and skills. Two new resources will help both the student and job seeker make these important decisions.

The first resource, California CareerZone at www.cacareerzone.org/, is a successful career exploration and career planning system designed especially for students. Job seekers, educators and counselors can also benefit from the information on 900 occupations from the Occupational Information Network (O*Net) database.

The second resource, California Reality Check at www.californiarealitycheck.com/, explores how much money you can spend in a year depending on the lifestyle you choose to lead. This provides a good perspective about the kind of job and education you must obtain to achieve a certain lifestyle or standard of living.

The process provides a step-by-step guide about how much money, on a monthly basis, you can spend on housing, food, healthcare, entertainment, utilities, transportation, and miscellaneous expenses. If you indicate a realistic salary level, the web site will provide a breakdown of what kind of job and education you must have in order to achieve an expected living standard.

A Thriving New Business in California

The media, in an attempt to explain the mass compliant filing under the Americans with Disabilities Act (ADA) by serial litigants, is calling this thriving business “drive-by lawsuits”. For example, one man has filed over 400 ADA lawsuits against California businesses since 1998. While some disability advocates applaud the efforts of serial litigants believing it’s an important step to bring about systems change others are concerned about the negative impression it is leaving on California business owners.

There are at least two examples of California businesses that have shut down due to ADA serial litigants – Roy’s Drive-In in Salinas and the Hungry Fisherman in Morro Bay. Another Central California eatery, the Hitching Post Restaurant featured in the 2004 film *Sideways* was informed they were being sued for their lack of physical accessibility. The lawsuit asked for \$4000.00 a day since March of 2003.

The purpose of the Americans with Disabilities Act (ADA) was to equalize the playing field increasing access for individuals with disabilities. Title III addresses private businesses or places of public accommodations, which is defined as an entity that provide goods or services to the public, requiring these entities and commercial facilities to be designed, constructed, and altered in compliance with the accessibility standards. According to the United States Department of Justice ADA Guide to Small Businesses, the law “prohibits the exclusion of people with disabilities from everyday activities, such as buying an item at the store, watching a movie in a theater, enjoying a meal at a local restaurant, exercising at the local health club or having the car serviced at a local garage”.

Even though the ADA was passed July of 1990, it seems myths regarding barrier removal still hinder accessibility. A common myth is the considerable cost associated with renovation. However, many improvements require minimal costs to implement. For example, the types of allegations made by serial litigants included grab bars and paper towel dispensers located at incorrect heights, inadequate signage identifying accessible parking spaces, or widths of accessible parking spaces not meeting regulations. Other areas to examine are objects (normally furniture, plants, and trash cans) blocking the path of travel, improper insulation of sink pipes and having round door knobs that are sometimes difficult for people with limited manual dexterity.

Another myth is the ADA does not recognize varying economic conditions of business owners. The key phrase

when discussing barrier removal is “how readily achievable is it?” Can the physical barrier be removed or corrected without much expense or difficulty to the resources of the business? While it may not be feasible for a small business to become fully accessible overnight, the process to increase access should be considered an ongoing project and assessed on a case-by-case basis.

Some businesses as well as local governments have created an ADA transitional plan. The plan can document potential physical barriers, identify those barriers that have already been corrected or removed with dates, and target dates to accomplish the other tasks.

There are resources available to business owners to minimize your risk of becoming a target. The United States Department of Justice has a technical assistance information line where an ADA Specialist is available to answer questions. (www.usdoj.gov/crt/ada/adahom1.htm)

The Access Board website has the ADA Accessibility Guidelines for Buildings and Facilities, which gives the exact height, weight, and width specifications for existing and new construction facilities. (www.access-board.gov/adaag/html/adaag.htm)

Most city and counties have an ADA Compliance Officer who can provide additional resources or connect businesses with community based organizations that are willing to provide technical expertise and training to assist businesses with accessibility.

Information about the author: Doreen Wong specializes in developing community partnerships between the disability and business community. dwong@infiniteimprovements.com

Courtesy of Business Life Magazine located at www.businesslife.com

Tool Kit on Teaching and Assessing Students With Disabilities

The U.S. Department of Education has released the *Tool Kit on Teaching and Assessing Students With Disabilities*, a collaborative effort of the Office of Special Education and Rehabilitative Services (OSERS) and the Office of Elementary and Secondary Education (OESE), to assist states in raising the achievement of all students with disabilities. Materials in the Tool Kit can be found at www.ed.gov/about/offices/list/osers.

Local Programs

Construction Trades Training Partnership - Building Successes!

The Employment Development Department (EDD) recently funded a unique program in Tulare County to meet the high demand for skilled workers in California's construction industry. Community Services & Employment Training, Inc. (CSET) saw the potential for training a greater number of unemployed young adults for high-wage, high-skill jobs by partnering with both private industry and public agencies. The Construction Trades Training Partnership provides training in a range of in-demand construction trades, while offering participants an opportunity to get a high school diploma and meeting the need for affordable housing.

The Construction Trades Training Partnership incorporates public works projects, industrial work, and residential housing construction to give participants a breadth of in-demand skills. Skills attainment in areas such as Bobcat operation and quality control management will result in certifications that will increase the marketability of program graduates.

CSET staff members began the program by participating in training that lead to certification from the National Association of Home Builders. The Home Builders Institute's Pre-Apprenticeship Certificate Training Curriculum (PACT) provides staff with the ability to provide graduates with nationally recognized certification.

Students spend four days a week receiving on-site training at various sites and one day in the classroom to prepare them for the work site. The first group recently completed their Bobcat certification and are now training at Sequoia Field airport, restoring old hangars, installing telecommunication and electrical upgrades and remodeling commercial office space. The Tulare County Resource Management Agency, which provides public works and industrial projects for this program, provides matching funds for training at Sequoia Field and arranged for the Bobcat training.

The Building Industry Association of Tulare and Kings Counties is another key partner in the program. The BIA has provided valuable input in developing the training plan and will promote employment of program graduates. One such BIA member, Woodard Homes, is providing the first home site, where training in the construction of residential units from the ground up will occur. Later in the program, the County plans to acquire lots in Traver for additional home building sites.

Participants also have the opportunity to specialize in a trade, such as installing sheetrock, stucco, roofing. "The

BIA and industry folks want to give students an opportunity to specialize," noted CSET Executive Director Carolyn Rose.

The model builds on CSET's experience in Youthbuild as well as its long history in operating workforce development programs. Between 30 and 40 students will participate in the program, which will run through December 2007. CSET and its partners look forward to sharing the project's accomplishments and best practices with the employment training community.

Please contact Carla Calhoun at (559) 732-4194 ext 639 for more information on this very successful program.

Foothill WIB Wins Award for Excellence

The Foothill Workforce Investment Board (WIB) received an award for organizational excellence from the California Council for Excellence (CCE) at its 12th Annual CAPE Awards Ceremony held on Friday, April 7, at the Hyatt Regency in Irvine.

The Mission of the California Council for Excellence is to help California's private and public sector organizations achieve world-class results through the principles and criteria of the Malcolm Baldrige Award for Performance Excellence. CCE annually presents the California Awards for Performance Excellence. The award program recognizes companies and organizations that demonstrate continuous improvement and superior performance in several key business areas including leadership, customer focus, strategic planning, human resources, and business results.

To receive this award, Foothill WIB participated in a year long evaluation process. CCE Examiners and Senior Examiners reviewed and scored the award application. The Examiners also participate in a consensus evaluation and site visit led by a Senior Examiner. A feedback report was prepared and provided to Foothill. Following that process, CCE Judges reviewed the Examiner scores and made the award recommendation.

The Foothill WIB adopted the California Council for Excellence as its self-certification process as recommended by the State of California. The motion was made and passed at the Foothill WIB Board meeting on March 25, 2006. For additional information please contact Dianne Russell-Carter, Foothill Workforce Investment Board at (626) 584-8393. Congratulations to Foothill WIB!

Check It Out!

The resource materials listed below are available for loan from the ETN library. Please leave a message at (916) 654-8386 with your requests. Available items will be shipped within 24 hours of request. If an item is already checked out, you will be placed on a reserve list.

JOB RETENTION

Quick Job Success Guide, Seven Steps to Getting Ahead on the Job, JIST Publishing (J2346)

"You're Fired!", The Ten Quickest Ways to Lose Your Job and How to Avoid Them, JIST Publishing (DVD) (J2347-AV)

Get Ready in Your Job, JIST Publishing (DVD) (J2348-AV)

Get Going on Your Job, JIST Publishing (DVD) (J2349-AV)

Get Ahead in Your Job, JIST Publishing (DVD) (J2350-AV)

Professional Conduct 101: Vital Skills for New Employees, Briefings Publishing Group (DVD) (J2351-AV)

ATTITUDE

Being Positive in the Workplace, Briefings Publishing Group (DVD) (J2352-AV)

Creating a Positive Workplace, Briefings Publishing Group (DVD) (J2353-AV)

Attitude!, For Your Best Lived Life, K-Slaw, Inc. (J2354)



CAREER COUNSELING

Overnight Career Choice, Discover Your Ideal Job in Just a Few Hours, JIST Publishing (J2355)

Job Seeker's Online Goldmine, A Step-by-Step Guidebook to Government and No-Cost Web Tools, JIST Works (J2356)

PROFESSIONAL DEVELOPMENT

Arrest That Stress: How to Depressurize Your Work Life, Briefings Publishing Group (DVD) (J2357-AV)

Take Back Your Time: How to Manage Your Workload and Still Have a Life, Briefings Publishing Group (DVD) (J2358-AV)

Leading 20-Minute Meetings That Matter, Briefings Publishing Group (DVD) (J2359-AV)

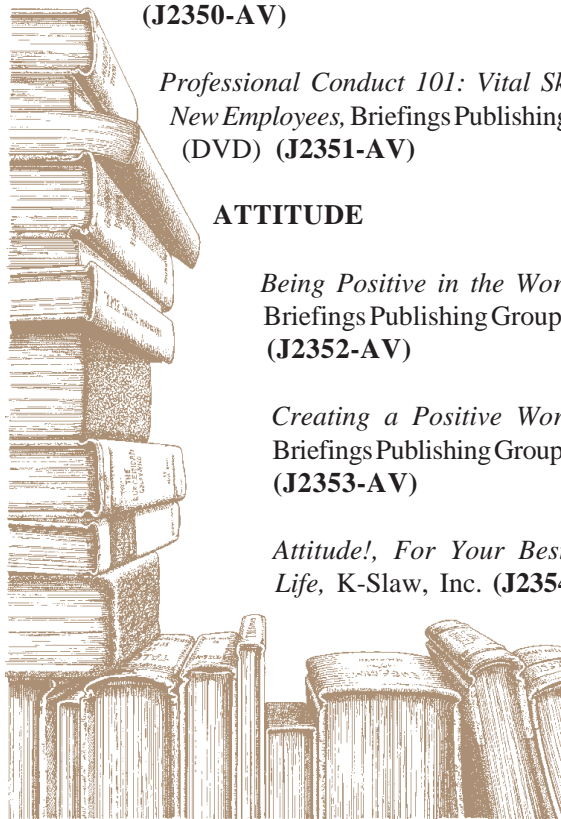
Evelyn Wood Memory Dynamics: How to Retain, Recall and Remember More, CareerTrack (Audio CD) (J2360-CD)

Social Intelligence: The New Science of Success, Jossey-Bass (J2361)

How to Shine in Difficult Workplace Situations, Briefings Publishing Group (J2362)

252 Ways to Communicate Better, Work Smarter & Get Ahead, Briefings Publishing Group (J2363)

How Promotable Are You? 35 Ways to Assess--and Polish--Essential Workplace Skills, Briefings Publishing Group (J2364)



INFORMATION EXCHANGE

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	U.S. DOL & American Society for Training and Development- Workforce Innovations 2006 <i>Anaheim-</i> www.WorkforceInnovations.org/registration.cfm		Participant Forms Training <i>San Jose-</i> (408) 928-1387 Making Common Sense of the Common Measures <i>Anaheim-</i> (714) 765-4343	
17	18	19	20	21
	Making Common Sense of the Common Measures <i>East Los Angeles-</i> (323) 832-1221		Making Common Sense of the Common Measures <i>Stockton-</i> (209) 468-3603	
24	25	26	27	28
	Making Common Sense of the Common Measures <i>Oxnard-</i> (805) 986-7375	"That's Not My Job!" Customer Service <i>Santa Fe Springs-</i> (562) 946-2237 x255		
31				
Making Common Sense of the Common Measures <i>Los Angeles County-</i> (213) 351-5388				

*Training in shaded boxes conducted by the Capacity Building Unit - www.edd.ca.gov/wiacal.htm



EMPLOYMENT TRAINING NETWORK
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THE EMPLOYMENT TRAINING NETWORK *Resources for Workforce Investment Act (WIA) Programs*

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The Employment Training Network is an information dissemination project which provides one-to-one consultations, staff workshops and resources exclusively for California's Workforce Investment Act (WIA) programs. Through statewide networking, the Employment Training Network staff is able to offer diverse technical services using consultants in a variety of areas. Local Workforce Investment Area (LWIA) staff may benefit from the following services:

- **consultant services** - to enhance staff's skills, knowledge, and motivation
- **program site visits** - staff reimbursement provided for travel expenses
- **resource library** - up-to-date books, manuals and videos in a multitude of topics on loan for three weeks
- **referrals** - to other employment and training programs
- **Information Exchange newsletter** - informative newsletter announcing upcoming workshops, new resources, etc.

The Employment Training Network technical assistance services are available upon request to LWIA staff members or contractors operating LWIA programs. ETN staff: Diane Coad, Project Manager and Janine Cota, Administrative Assistant. **WIA funded agencies may receive Employment Training Network services by calling (916) 654-8896.**

EDD is an equal opportunity employer/program.